



Request For Proposal(RFP)
for
***Selection of Coaching Institute for Online
Coaching of Bank PO, SSC, LIC, Railways,
Direct Recruitment Services Class II,III,IV, etc
Competitive Examination for 800 ST
Candidates***

Tender Notification No.: TRTI/2022/ALLIED SERVICES/DESK-04/833

28/01/2022

Issued By

**The Commissioner
Tribal Research And Training Institute,
Pune**



Tribal Research & Training Institute
28, Queen's Garden, Pune- 418001

Tel- 020-26362772
 Fax- 020-2636 0026
 email trti.mah@nic.in
trti.maharashtra.gov.in

E-TENDER No. TRTI/ALLIED SERVICES/ 2022-23/ 833

Date: 28/01/2022

Invitation of Request For Proposal(RFP) for Empanelment of Coaching Institutes for the Online Coaching of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations For 800 ST Candidates(Second Batch)


Online Expression of Interest (in two Bid system - Technical Bid & Commercial Bid) are invited for empanelment of Coaching Institutes for providing coaching to the candidates to be sponsored by Tribal Research And Training Institute, Pune (TRTI), for the Coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations For 800 ST Candidates. Interested Coaching Institutes and having adequate resources can submit their Technical Bid & Commercial Bid online on website <https://maharashtra.etenders.in>

Name of the Service	Estimated cost (Coaching Fee, Online Reading material, etc.for about 800 candidates with TABLETS)	Tender Fee	Earnest Money Deposit (EMD)
Providing Coaching to about 800 ST candidates to be sponsored by TRTI, time to time for the Coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations (Number of ST candidates may increase or decrease)	Rs. 3,00,00,000/-	Rs. 10,000/-	Rs. 3,00,000/-

- The Institute shall be selected based on the selection criteria decided by TRTI as mentioned in the Bid Document.
- Joint Venture Consortium is not permitted.
- The Bid Documents are available on website <https://maharashtra.etenders.in>
- The interested Bidders will have to register and enroll on website <https://maharashtra.etenders.in> or <https://swd.maharashtra.etenders.in> to participate in the Bid process.
- The interested Bidders will have to submit all the required documents by online submission.
- The Tender Fee of Rs. 10,000/-** is required to be deposited online through Net Banking .
- The EMD of Rs. 3,00,000/-** is required to be deposited online through Net Banking .
- The detailed Bid Document is available on the website <https://maharashtra.etenders.in> or swd.maharashtra.etenders.in and can be downloaded there from.
- Interested Institutes / Bidders shall submit their Bid on or before **15/02/2022, 17:00 hrs.**
- The advertisement is also available on office website <https://trti.maharashtra.gov.in/index.php/en/> for information only.
- Right to reject any or all the Bids is reserved by the Commissioner, TRTI, Pune

Notice:

This document is the property of TRTI, Pune. It may not be copied, distributed or recorded on any medium, electronic or otherwise, without TRTI's written permission, even by the authorized personnel / agency for any purpose other than the purpose specified herein and it is strictly prohibited as it shall amount to copyright violation and thus shall be punishable under the Indian Law.


 (Dr. Rajendra Bharud I.A.S.)
 Commissioner, TRTI, Pune

Section-1: Invitation for Request For Proposal(RFP)

Tribal Research And Training Institute, Pune , hereinafter referred to as TRTI, Pune invites online Request For Proposal(RFP), in two Bid system (Technical Bid & Commercial Bid) from Coaching Institutes to provide online coaching to 800 ST candidates to be sponsored by TRTI, for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

The complete Bid Document is available on the website <https://maharashtra.etenders.in> for the purpose of downloading. The downloaded Bid Document shall be considered valid for participation in the electronic Bidding process (e-Tendering) subject to the submission of required tender/ Bid Document fee and EMD.

To participate in online Bidding process, Bidders must procure a Digital Signature Certificate (Class - II) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic Bids.

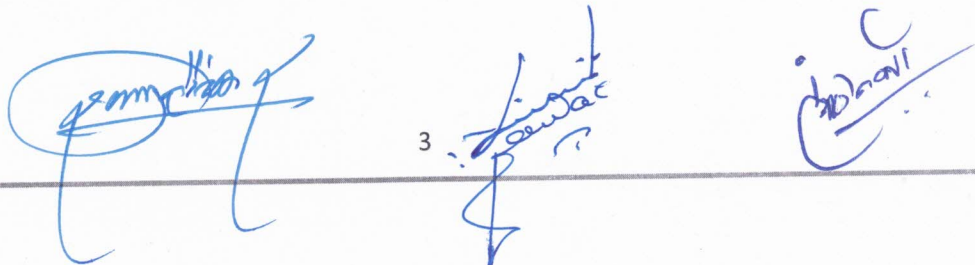
Section-2: Key Events & Dates

1. Key Events and Dates

Sr. No.	SWD Stage	Vendor Stage	Start Date & Time	Expiry Date & Time	Envelopes
1	Release Tender	-	01/02/2022	15/02/2022 17:00 Hrs.	-
2.	Pre- Bid Meeting	-	07/02/2022 16:00 Hrs.	-	-
3.	Technical Bid Opening		16/02/2022	16/02/2022 17.00 Hrs.	Technical Envelop T1
4.	Commercial Bid Opening	-	To be intimated later		Commercial Envelop C1

2. Other Important Information Related to Bid

Sr. No.	Item	Description
1	Earnest Money Deposit (EMD) (To be paid online)	Rs. 3,00,000/- (Rs. Three Lakh Only)
2	Tender Fee (To be paid online)	Rs. 10,000/- (Rs. Ten Thousand Only)
3	Bid Validity Period	One-hundred-and-twenty (120) days from the date of submission of Bid.
4	Last date of signing contract	As intimated in work order of TRTI



Section- 3: Instructions to Bidders

1. Background of TRTI

TRTI (TRTI), Pune is an Autonomous Institute of Tribal Development Department, Government of Maharashtra ,Purpose Empanelment of Coaching Institutes for providing ONLINE coaching to the 800 ST candidates to be sponsored by TRTI for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations . The proposed coaching should serve as a platform to provide quality coaching to the ST candidates to be sponsored by TRTI.

2. Bid Process

The Bidder has to submit a Bid on line in **two envelope systems**, one containing **Technical Bid** and other containing **Commercial Bid** for “**Empanelment of Coaching Institutes to provide ONLINE coaching for 800 ST Candidates Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations**”.

The Bidder can submit Bid for online coaching, provided that the Bidder can arrange adequate resources within 7 days of award of contract, to provide coaching at the locations for which the Bid is submitted. Failure to arrange the resources, within 7 days, the award of the contract will be cancelled and the EMD will be forfeited.

3. Tender Fee (Non-Refundable)

The Bidders are requested to deposit the **Tender Fee of Rs.10,000/-** online . Proof of the same should be attached with the Technical Bid. It is to be noted that the Tender Fee is non- refundable. However, Tender Fee will be refunded in case of cancellation of overall tender process (i. e, if the tender process is cancelled by TRTI.

4. Earnest Money Deposit

The Earnest Money Deposit (EMD) of Rs. 3,00,000/- is required to be deposited online. Proof of the same should be attached with the Technical Bid.

- a. The EMD shall be denominated in Indian Rupees only.
- b. No interest will be payable to the Bidder on the amount of the EMD.
- c. Bids submitted without adequate EMD is liable for rejection.
- d. EMD of unsuccessful Bidders will be refunded after completion of Bid process and the EMD of successful Bidders whose institute is not opted by any of the candidate, for the online coaching of 100 Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations , will be refunded after completion of admission process. EMD of Successful Bidders, whose institute is opted by the candidates, for the coaching of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations, will be refunded after successful completion of course.

e. EMD shall be non-transferable.

f. The EMD may be forfeited:

- i. If a Bidder withdraws his Bid or revises/ increases his quoted prices during the period of Bid validity or its extended period, if any.
- ii. If successful Bidder fails to sign the Contract within the time specified by TRTI.
- iii. If during the Bid process, a Bidder indulges in deliberate act that would jeopardize or unnecessarily delay the process of Bid evaluation and finalization. The decision of the TRTI regarding forfeiture of the Bid Security shall be final and binding upon Bidders.

5. Transfer of Bid

The Bid / RFP Document are not transferable. The Bidder who purchases the Bid Document and submits the Bid shall be the same.

6. Consortium and Joint Ventures

Bids of joint venture / consortium / subcontracting will not be accepted.

7. Completeness of Response

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the Bid Documents carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Bid Document with full understanding of its implications.
- b) The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP document or submission of a proposal not substantially responsive to the RFP document will be at the Bidder's risk and may result in rejection of their Proposal.

8. Place of opening of RFP

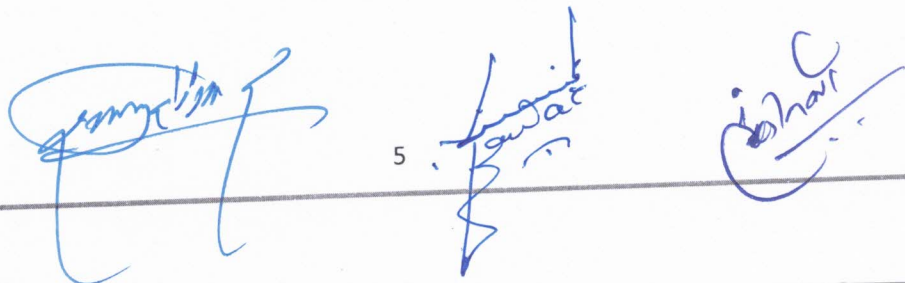
The RFP will be opened online in the Office of Tribal Research And Training Institute, 28, Queens Garden, Pune -418001 on the scheduled dates.

9. Bid Preparation Costs

The Bidder shall submit the Bid at its cost and TRTI shall not be held responsible for any cost incurred by the Bidder. Submission of a Bid does not entitle the Bidder to claim any cost and rights over TRTI and TRTI shall be at liberty to cancel or modify any or all Bids without giving any reason thereof.

All materials submitted by the Bidder shall be the absolute property of TRTI and no copyright / patent etc. shall be entertained by TRTI.

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10. Amendment of RFP Document

- a) If TRTI deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference into this RFP.
- b) All the amendments made in the document would be published on the website of Government of Maharashtra <https://maharashtra.etenders.in> and also on TRTI website <https://trti.maharashtra.gov.in> and shall be part of the document.
- c) The Bidders are advised to visit the aforementioned website on regular basis for checking latest updates of this RFP document. TRTI also reserves the rights to amend the dates mentioned in this RFP for successful Bid process.

11. Pre- Bid Meeting

Pre- Bid meeting is open to all prospective Bidders. The same will be held on **07/02/2022 at 16:00 hrs.**, in the Office of

12. TRTI's Right to Terminate the Process

TRTI may terminate the RFP process at any time and without assigning any reason. TRTI shall not be held responsible for any cost incurred by the Bidder in Bid preparation. TRTI reserves the right to amend/edit/add or delete any clause of this Bid Document. However, this will be informed to all and will become part of the Bid.

13. Language of Bids

This Bid should be submitted in English language only. If any supporting documents submitted are originally in Marathi or Hindi language then that will be accepted as it is.

14. Bid Submission Format

The entire proposal shall be submitted strictly as per the format specified in this Bid Document. Bids with deviation from this format are liable for rejection.

15. Submission of Bids

The Bidder should submit the Bid online, which shall comprise of the following two envelopes (Two envelope systems shall be followed for the Bid):

- A. Technical Bid (Proposal). Including relevant credentials
- B. Commercial Bid (Proposal).

16. Technical Bid

The Technical Bid should consist of all details, save and except the price as per Annexure- I. Technical Bid should be clearly super scribed as "**Technical Bid for Empanelment of Coaching Institutes to Provide Online Coaching 800 ST Candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations**".

A) Pre-qualification Requirements of the Coaching Institute is as under:

- a) Coaching Institute should be registered under Company ACT-1956/2013 OR Bombay Public Trust Act-1950 OR Proprietorship OR Partnership Act-1932 and should have online /offline coaching facility for Competitive Examination. (Proof of registration should be submitted..)
- b) Coaching Institution, should have well equipped audio-visual classroom and library, Web Application and Mobile App for online coaching Facility..
- c) The Coaching Institute must have Basic Infrastructure, Qualified teaching staffs, etc in Maharashtra only.
- d) Details of course material (self published) and trainers(On roll) profile should be submitted.

B) Mandatory Documents to be uploaded with Technical Bid (Envelope No. 1)

- a. Technical Bid Form (Annexure I).
- b. Copy of valid Registration Certificate/Incorporation certificates as per Indian Laws.
- c. (Company ACT-1956/2013 OR Bombay Public Trust Act-1950 OR Proprietorship).
- d. Computer generated deposit receipt for Tender Fee & EMD.
- e. GST Registration Certificate, PAN Card Copy
- f. Income tax returns for current last 03 assessment year (2018-19,2019-20,2020-21). The institute can submit up to 3 years Income tax returns. If IT exempted ,, proofs of exemption should be submit.
- g. Document supporting Average Annual Turn-over (2018-19,2019-20,2020-21) minimum Rs.500 lacs (Rupees Five Hundred Lacs): - Relevant Financial statement should be submitted.
- h. Document supporting Basic Infrastructure: -The Coaching Institute must have minimum 10,000 square feet built-up area with all the facilities. **MPSC / Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations** online/offline Coaching Centers facilities available at Maharashtra Only. Supportive document of built-up area of the Institute to be submitted is Lease and License copy for rented accommodation and property tax bill for own building. Due Diligence Report at TRTI level will be done.
- i. Supporting document for having selected by state/central/semi government organization/department/autonomous organization, etc of the government for providing coaching to sponsored candidate for competitive Examinations. Photograph of Coaching Centre, Library, Classrooms and Audio Visual room
- j. Details of course material (Own published) and List of faculty members (On Roll) with their bio- data.
- k. Self-declaration for Not black listed by any of the Govt. /Semi Govt. Organization, PSU, etc.
- l. Self-declaration for Not having criminal case/FIR against any Governing member /

Partner/Director.

m. Year wise details of successful candidates in Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations . Details of the selected candidates to be submitted in following format.

n. Year wise details of successful candidates in Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations . Details of the selected candidates to be submitted in following format

Sr. No	Name of the Candidate who got selected in Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations Exam roll number	Phone Number	Type of Coaching imparted to the candidate by the Coaching Institute Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	Year of passing Bank PO,SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	Post for which the candidate got selected
1.						
2.						

Coaching Institution should be providing online coaching for complete syllabus of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations

Note: The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified.

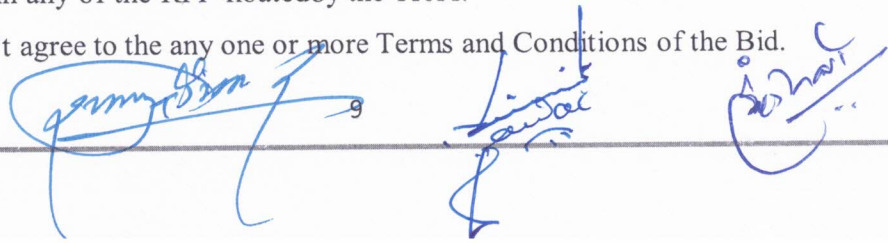
17. Commercial Bid:

The Commercial Bid will contain only the Commercial Bid as per Annexure -II, duly filled in and signed and must be clearly super scribed as **“Commercial Bid for Empanelment of Coaching Institutes to provide online coaching 800 ST Candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations .**

18. Disqualification:

The Bidder should ensure that all the required documents, as mentioned in this RFP / Bidding Document, are submitted along with the Bid. Non submission of the required documents may lead to the rejections of the Bid submitted by the Bidder. Besides other conditions and terms highlighted in the tender document, Bids may be rejected / disqualified under following circumstances:

- In case the Bidder fails to meet the Bidding requirements as indicated in this Bid /RFP or not submitted the Bid in accordance with the procedure and formats prescribed in this document.
- During validity of the Bid, or its extended period, if any, the Bidder increases his quoted price.
- Incomplete Bid or failure to furnish all information required as per tender document and failure to furnish proofs for information provided.
- Bid is received after due date and time.
- Bid is not accompanied by all the requisite documents.
- Bids submitted without or with improper EMD
- Bids without signature of person (s) duly authorized on required pages of the Bid.
- Bids without power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the Tendering Process.
- Technical Bid containing commercial details or revelation of prices in any form or by any reason before opening the Commercial Bid.
- Commercial Bids that do not conform to the Tender's Commercial Bid format (Annexure- II).
- The Bidder not conforming to unconditional acceptance of full responsibility of providing services in accordance with the Agreements of this tender.
- If the Bid does not conform to the timelines indicated in the Bid.
- If the purchaser of the Bid (i.e., who pay Tender Fee and EMD) and submitter of the Bid is different.
- Any effort on the part of a Bidder to influence the Bid evaluation, Bid comparison or contract award decisions by unlawful/corrupt/fraudulent means at any point of time during the Bid process.
- Bidder fails to enter into a Contract within 10 Days of the date of issue of Letter of Empanelment / Award of Contract or within such extended period, as may be specified by the TRTI.
- While evaluating the proposals (Bids), if it comes to the knowledge of TRTI, expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal, then the Bidders so involved are liable to be disqualified for this contract as well as for a further period of three years from participation in any of the RFP floated by the TRTI.
- Bidder doesn't agree to the any one or more Terms and Conditions of the Bid.



19. Opening of Bid

- a) **Envelope No. 1** containing the **Technical Bid** shall be opened online in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the RFP
- b) **Envelope No. 2** containing **Commercial Bid** of the Bidders, who have qualified in the Technical Bid, shall only be opened, in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the RFP.

20. Evaluation of Technical and Commercial Bid:

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Technical and Commercial Bid and submit its recommendation to Commissioner, TRTI. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders.

A. Evaluation of Technical Bid

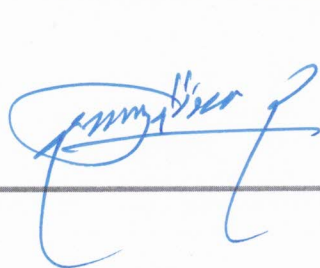
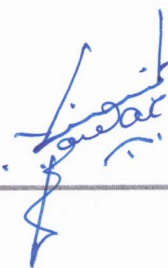
The evaluation of the Technical Bid will be carried out in the following manner:

- i. The Bidder's Technical Bid will be evaluated as per the requirements and evaluation criteria as mentioned in this Bid Document. The Bidders are required to submit all required documentation in support of the evaluation criteria.
- ii. At any time during the Bid evaluation process, the Committee may seek written clarifications from the Bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- iii. The Committee reserves the right to do a reference check of the past experience stated by the Bidder. Any feedback received during the reference check shall be taken into account during the Technical evaluation process.
- iv. The technical scores of the Bidders will be announced prior to the opening of the Commercial Bid.
- v. The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified

Technical Evaluation Criteria:

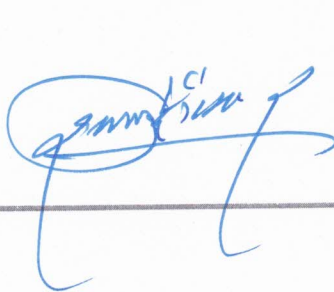
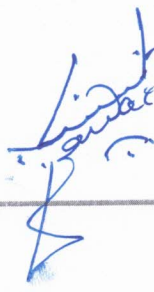
Sr. No.	Criteria	Supporting Documents	Description	Maximum Marks
1	Previous year's Results of the Institute	<p>a. List of candidates qualified Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc Competitive Examinations in last 3 years along with their roll number and year of passing</p> <p>b. Any confirmatory document (Admission form, Fee receipt, etc.,) about selected candidate's registration with the institute.</p>	<p>1. Total number of successful candidates in the Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc Competitive Examinations in last 3 years:</p> <p>a. At least 5 Candidates- 5 Marks.</p> <p>b. At least 10 Candidates- 7 Marks.</p> <p>c. At least 20 Candidates – 10 Marks.</p> <p>2. Total number of successful candidates in the Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc Competitive Examinations in last 3 years:</p> <p>a. At least 5 Candidates- 5 Marks.</p> <p>b. At least 10 Candidates- 7 Marks.</p> <p>c. At least 20 Candidates – 10 Marks.</p> <p>3. Total number of successful Candidates in the Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc Competitive Examinations Final Result in last 3 years:</p> <p>a. At least 5 Candidates- 5 Marks.</p> <p>b. At least 10 Candidates- 7 Marks.</p> <p>c. At least 20 Candidates – 10 Marks.</p>	30
2	Quality of study material (Self published)	Set of booklets /study material / books provided by the Institute to the students.	<p>a. Study materials/ booklets/ books covering all the topics in the syllabus each 2 subjects- 5 Marks</p> <p>b. Study materials/ booklets/books covering Multiple Choice Questions each 4 subjects- 5 M</p> <p>c. Study materials/ booklets/books covering Descriptive Questions each 6 subjects - 10 Marks</p>	20
3	Regularity and quality of Test	Test Series planned in the proposed period	Plan of regular test series followed by detailed discussion and answer key- 5 Marks	05
4	Timely completion of syllabus, schedule of lectures and regularity	<p>a. Academic Plan and Course completion Report of Previous years</p> <p>b. Academic Plan of the proposed</p>	Meticulously drafted academic plan covering all points of the syllabus at-least 10 days before the upcoming Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc Competitive Examinations -----5 Marks	05

	n Implementation (Action plan)	period		
5	Well equipped, adequate audio visual classroom, Mobile App and Web Application developed.	Photos of seating capacity in class room and audio visual facility. Demonstration to AEC	a. Seating capacity less than 50 candidates - 0Marks b. Seating capacity 50 to 100 candidates - 5 Marks. c.. Audio and sound facility - -----5 Marks d. Presentation to AEC(Methodology of coaching with use of technology)----- -40 Marks	50
6	Number of Lecturers(On ROLL)	List of lecturers with their qualification and subject they are teaching.	a. Number of lecturers more than 5 – 5 Marks b. Number of lecturers more than 8 - 10 Marks c. Number of lecturers more than 10 - 15 Marks	15
7	Experience of Lecturers for coaching of BankPO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	Bio-data of lecturers with number of years of experience of coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	a. At least 4 lecturers having experience more than3 years ----- 5 Marks b. At least 3 lecturer having experience more than5 years ----- 10 Marks c. At least 2 lecturer having experience more than7 years ----- 10 Marks	25
8	No. of years from which Coaching Institute is providing Bank PO,SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examination scoaching for	a. Documents of establishment / Registration of The institute. (Period before the date of registration of the institute will not be considered).	a. Institute providing coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations from up to 3 years - 0 Marks b. Institute providing coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations from more than 3 years - 5 Marks c. Institute providing coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations from more than 6 years - 10Marks	10


9	Financial Turnover of the Institute	a. Audited Financial statement/s. b. Income Tax Return(ITR)/s	a. Average Annual Financial Turnover of the institute is at-least <i>Rs 500 lakhs</i> in last 3 FY- -----5 Marks` b. Average Annual Financial Turnover of the institute is at-least <i>Rs 600 lakhs</i> in last 3 financial years - -----10 Marks c. Average Annual Financial Turnover of the institute is at-least <i>Rs 700 lakhs</i> in last 3 financial years -----15 Marks	15
10	Efforts to improve performance of the weak students	a. Student counseling record (Previous years) b. Extra lectures conducted for weak students (Previous Years)	a. Regular counseling the students - <= 2 Marks b. Efforts to improve performance of weak students - <= 3 Marks	05
11	Empanelled by any Govt. Organization/Department/Autonomous organization for providing coaching to sponsored candidate for any Competitive Examination.	Supporting document (Work Order, Empanelment letter, MOU) for having empanelled by any government organization/department/autonomous organization of the government for providing coaching to sponsored candidate.	a. Empanelled by at least one Govt. Organization / Department / Autonomous organization for providing coaching to sponsored candidate for any Competitive Examination - 10 Marks b. Empanelled by at least three Govt. Organization / Department / Autonomous organization for providing coaching to sponsored candidate for any Competitive Examination - 20 Marks	20
TOTAL				200

The minimum qualifying marks required in technical criteria is 160 Marks (i.e., 80 %). The Bidders who score minimum 160 Marks shall be considered for Commercial Bid evaluation. The Bidders who do not score minimum qualifying marks of 80 %, their Bids shall be rejected and will not be considered for Commercial Bid evaluation. Total number of score should be equivalent to 100.


C. Selection Method: Quality Cost Based System (QCBS)

The Bidder criteria for awarding the contract will be calculated based on the QCBS methodology. The weightage of Technical Score to Financial Score would be in the ration of 80: 20

Kindly refer the illustration below for understanding of the evaluation process

ILLUSTRATION

The following is the procedure for evaluation for the award of tender:

The technical and financial scores secured by each bidder will be added withweight of 80:20 respectively anda Cumulative Bid Score arrived at, using the formula:

$$CS = TS * 0.8 + FS * 0.2$$

Where

CTFS is Combined Technical and Financial

Score;TS = Technical bid Score;

FS = Financial bid Score

The bidder with highest Combined Technical and Financial Score (CTFS) will be the successfulbidder and be eligible to become the service provider

Stage 1: Technical Bid Evaluation (TS)

Bidder Details	Technical Marks obtained	Applying weightage of 80% to the TS
Bidder 1	95	95* 0.8 = 76
Bidder 2	87	87 * 0.8 = 69.6
Bidder 3	68	Will not be assessed
Bidder 4	79	79 * 0.8 = 63.2

*Since the eligible Technical Score should be 70 and above Bidder 3 is rejected

Stage 2 : Conversion of Financial Bid Amount to Score (FS)

Bidder Details	Financial Bid Amount	Financial Score (LFB/F*100)	Financial Score after applying 20% weightage (FS * 0.2)
Bidder 1	150000	110000/150000 * 100 = 73.33	73.33 * 0.2 =14.66
Bidder 2	130000	110000/130000 * 100 = 84.61	84.61 * 0.2 =16.92
Bidder 4	110000	110000/110000 * 100 = 100	100 * 0.2 =20

LFB – Lowest Financial Bid F – Quoted Amount

Stage 3 :Combined Technical and Financial Score (CTFS) with weightage of TS:FS as 80:20

Bidder Details	Technical Score-after applying weightage)	TS (80 %	Financial Score-after applying weightage)	FS (20 %	CTFS = TS+FS
Bidder 1	76		14.66		87.99
Bidder 2	69.6		16.92		86.52
Bidder 4	63.2		20		83.2

*Contract would be awarded to Bidder 1

B. Composite Score of the Bidders

Composite score of the Bidders for the Bid shall be worked out as under:

Bidder	Technical Score (X)	Financial Score (Y)	Weighted Technical Score (80% of X)	Weighted Financial Score (20% of Y)	Composite Score (F=D+E)
A	B	C	D	E	F
1					
2					
3					
4					

21. Award of contract

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Commercial Bid and Technical Bid as stated above, and submit its recommendation to Commissioner, TRTI. TRTI may empanel one or more eligible Bidder or cancel the Bid on the basis of their composite score and recommendation of the Bid Evaluation Committee. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders. TRTI will notify the acceptance of Bid to the successful Bidder.

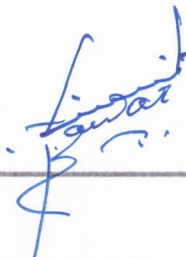
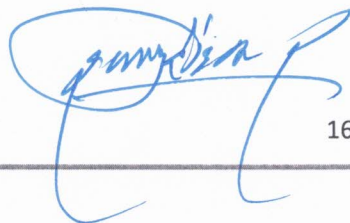
22. Signing of Contract

Once TRTI notifies the successful Bidder that its Bid / proposal has been accepted, TRTI shall enter into a separate Agreement, incorporating the conditions of the Bid / RFP and its amendments and any special conditions during negotiations between the TRTI and the successful Bidder. In case the successful Bidder is unable to execute contract within 10 days, TRTI shall forfeit the Earnest Money Deposit (EMD) and cancel its Bid. Bidder should note that the allotment of candidates to the Coaching Institute (successful Bidder) will be done on the basis of the preference of the Coaching Institutes given by the candidate. However, Commissioner, TRTI has the right to restrict the maximum number of candidates that can be sponsored to the single institute and the decision of the Commissioner, TRTI will be binding on all the Bidders.

Section-4: General Conditions of Contract

GENERAL TERMS AND CONDITIONS

1. Conditional Bid (RFP) are liable for rejection.
2. Intending Bidders can have detailed information from the office of TRTI, Pune during office hours.
3. The Bid Evaluation Committee formed by Commissioner, TRTI will shortlist the institutes and will recommend to the Commissioner, TRTI for selection , in order to sponsor the candidate for coaching.
4. Bidder should note that the allotment of candidates to the Coaching Institute (successful Bidder) will be done on the basis of the merit of the Coaching Institutes given by the candidate, However, Commissioner, TRTI has the rights to restrict the maximum number of candidates that can be sponsored to the single institute and the decision of the Commissioner, TRTI will be binding on all the Bidders.
5. The Bid Evaluation Committee (Selection Committee) constituted by Commissioner, TRTI, reserves the right to reject any or all tenders without assigning any reason.
6. The duration of the Coaching program will be of **6 months**.
7. Coaching will be imparted to the candidates sponsored by TRTI.
8. Coaching should be provided for complete syllabus of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations
9. The Commissioner, TRTI reserves the right to increase or decrease the number of ST students / candidates to be deputed to the institutions, to ensure Qualitative Coaching.
10. The selected Institutions must submit attendance of the candidates (incoming and outgoing) to the Commissioner, TRTI, Pune, every month.
11. The selected Coaching Institutions shall provide qualitative coaching to the candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations , deputed by TRTI Pune. The Coaching should be given for complete syllabus of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations
12. The selected Coaching Institutions shall impart quality coaching, conduct periodic tests and shall inform the result of the same to the TRTI, as and when the tests are conducted.
13. The selected Coaching Institutions shall cover the complete syllabus of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations If the online coaching is incomplete or not properly imparted, the Institute will be blacklisted and complete fee due will not be paid.
14. The selected Coaching Institutions shall provide study material (at no extra cost) to the candidates, immediately after admission and further, as and when the study materials are given to other candidates taking coaching in the institute.
15. The selected Coaching Institutions should not sublet the contract. If the Coaching Institutions are found to have sublet the contract, the contract will be terminated at the risk and cost of the Coaching Institutions concerned.



16. The selected Institutions shall enter into a contract agreement on a non-judicial stamp paper of Rs 500, with terms and conditions as per the format specified by the Commissioner, TRTI, Pune within 07 days from the receipt of written communication of letter of empanelment to this effect, failing which the EMD will be forfeited and the Institution will be removed from the selected list of institutes.
17. Coaching fee will be paid in three installments;
- 1) First installment of twenty- five percent (25 %) of the total fee will be paid on signing of contract/agreement.
 - 2) Second installment of fifty percent (50 %) of the total fee will be paid on or before the completion of two months coaching.
 - 3) Third and final installment of twenty- five percent (25%) of the total fee will be paid after completion of coaching.
 - 4) Android Tablets provided to candidates bills will be reimbursed by TRTI Pune after validation from TRTI/CVC officials and Delivery challans submitted herewith.
18. TRTI reserves the rights of overall monitoring of the training program.
19. The Coaching Institutes should submit their requisition / bill for each installment, in duplicate with the list of candidates.
20. On completion of coaching, the Coaching Institute will have to submit following reports to TRTI, Pune
- Course Completion Report
 - Test Results
21. Contract will be made for **one year** . However, contract may be extended for next **three years** by mutual consent with the same terms and conditions of the agreement executed.
22. The base rate of coaching fee may be increased by **maximum 6% per year**. However, decision of Commissioner, TRTI, in this regard, will be final.
23. The Commissioner, TRTI, Pune including the authorized Officers of the TRTI shall have the power to issue notices in writing and to instruct/direct the Institutions to make alterations/variations in the assigned work.
- 24. Failure to abide by the Agreement:**
- The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the TRTI with such penalties as specified in the Bidding document and the Agreement.
- 25. Confidentiality of the Document**
- This Tender Document is confidential and the TRTI shall ensure that anything contained in this Tender Document shall not be disclosed in any manner, whatsoever.
- 26. Jurisdiction and applicable Law**
- In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be governed by the laws of India (both substantive and procedural) at that time being in force and shall be subject to exclusive jurisdiction of the Courts at Pune City.

ANNEXURE – I

(To be submitted on Bidder letter head)

“Technical Bid for Empanelment of Coaching Institutes to provide online coaching 800 ST Candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations”.

To,

The
Commissioner,
TRTI.

Subject: “Technical Bid for Empanelment of Coaching Institutes to provide online coaching 800 ST Candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II, III, IV, etc. Competitive Examinations”.

Reference: E - Tender No. Dated

Respected Sir,

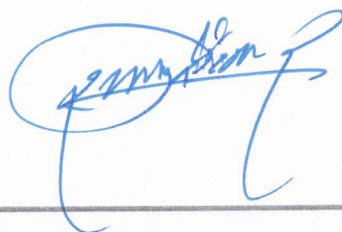
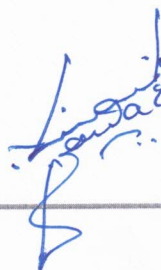
I / We hereby offer to submit the Technical Bid for providing online coaching to the 800 ST candidates sponsored by TRTI for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations

I / We have read, and understood the contents of the tender/Bid and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

I / We submit the Technical Bid as under

1.	Name and address of the head office of the Coaching Institute.	
2.	Name and contact number of Head / Chairperson / President / Partner / Director	
3.	Location at which the coaching is currently provided by the institute	

4	Institute is willing to provide ONLINE coaching to the 800 ST candidates to be sponsored by TRTI ForBank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations Note: If the Bidder is having ONLINE coaching facility provided that the Bidder can arrange adequate resources(infrastructure, faculties, etc) within 7 days of award of contract, to provide coaching at the locations for which the Bid is submitted. Failure to arrange the resources, within 7days, the award of the contract will be cancelledand the EMD will be forfeited.				
5.	Contact Person's Name and Designation				
	Contact No.				
6.	Date of Establishment of Institute as per Documents of establishment/Registration of the institute/Shop Act.				
7.	a) Whether the Institution is registered (Yes/No)				
	b) If Yes, under which Act. Institution is registered(Legal status)				
	c) Registration Number				
	d) Date of Registration				
	e) Date of Expiry if any				
8.	a) Whether GST payee.				
	b) Mention GST number				
9.	a) Whether Income tax payee.				
	b) Mention Permanent Account Number (PAN) of theInstitution or Head of the Institution.				
10.	Total financial turnover per year for the last 3 financial years as per income tax return and financialstatement.		2018 -19	2019-20	2020- 21
11.	Total years of experience of the Coaching Institution for the coaching of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations . (Period before the date of registration of the institute is not considered). Also provide the date of registration/establishment				


12. Year-wise details of successful candidates of the institute in Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations of last 3 years:

Note: List of the candidates, contact number, Roll Number, type of training Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations imparted by the Coaching Institute, Post for which the candidate got selected, year of passing, etc. Proof of their admission in the institute should be submitted with Technical Bid to support the above number.

13. Whether the Coaching Institute has provided / providing Coaching for any Competitive Examination to the candidates sponsored by any state/ central government organization or any autonomous institute of central or state government or any public sector undertaking (Yes / No). If yes furnish following details:

Name of the organization institute that has sponsored the candidates	State	Category of candidate (SC /ST / OBC / Minority /Others)	Total number of candidates sponsored to the Coaching Institute in last 3 years for the coaching of any Competitive Examination		
			2018	2019	2020
1.					
2.					
3.					

Examination	2018	2019	2020
a) Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations			

Note: Work order / Agreement should be submitted with Technical Bid to support the above information

14. a. Whether the Coaching Institute is functioning in its own building or in a rented accommodation.
 b. Total square feet of built-up area.
 c. Class rooms and other details:
 d. Whether adequate Audio and sound facility is available in class room (Yes/ No):
 e. Whether video lecture facility is available in class room (Yes/ No):

Particulars	Number	Total seating capacity
Classroom		
Audio-Visual room		

15. Details of faculty:

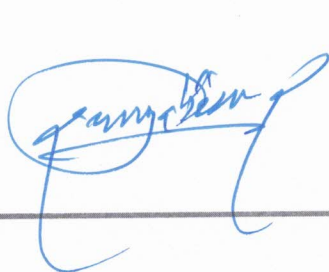
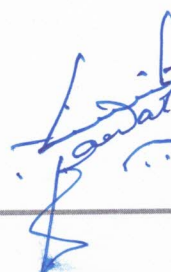
Sr. No.	Name of faculty	Qualification	Teaching Subject	Experience in coaching for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV etc Examination (In years)	Any other credentials

Note: List of all the faculty/lecturer with above details should be provided along with their Bio data. (Note- Lecturer/faculty should not be working on permanent/full time job in any college/institution, company, Court, etc.)

16. Library facilities:

a) No. of relevant reference books	
b) No. of journals/ magazines	

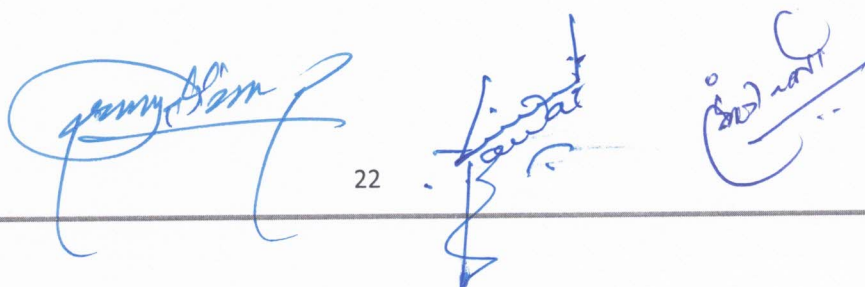
	c) No. of daily news papers	
	d) Working hours	
17.	Printed Study Materials	<p>Bidder must submit one copy of the following study material on or before the date of opening of Technical Bid:</p> <p>a) Study materials/ booklets/ books covering all the topics in the syllabus.</p> <p>b) Study materials/ booklets/books covering Multiple Choice Questions for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations</p> <p>c) Study materials/ booklets/books covering Descriptive Questions for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations</p>
18.	Regularity and quality of Test	Plan of regular test series followed by detailed discussion and answer key
19.	Timely completion of syllabus	<p>a) Month in which the complete syllabus of upcoming Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations, will be completed. (Academic plant should be submitted)</p> <p>b) Month in which the complete syllabus of upcoming Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations will be completed. (Academic plant should be submitted)</p>
20.	Stability of the institute and Credibility of the management	<p>a) Constitution of the institute and Vision and mission statement should be submitted</p> <p>b) Declaration of the institute that there is no civil or criminal case on any Governing member / Partner / Director.</p>


21.	Efforts to improve performance of the weak students	Efforts taken to improve the performance of the weak students by regular counseling, extra lecture, etc., to be submitted along with Technical Bid.
22.	Number of candidates, the Institute is willing to take from this institute (TRTI) for the coaching of Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations	
23.	Whether all the documents specified in point 18 (b) and 22 of section -3, of this tender document is uploaded with Technical Bid (Yes / No)	
24.	Any other details:	

Date:

**Name, Designation and
Signature of authorized representative of
the Coaching Institute**



ANNEXURE – II

(To be submitted on Bidder letter head)

“Commercial Bid for Empanelment of Coaching Institutes to provide online coaching 800 ST candidates for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations ”.

To,

The
Commissioner,
TRTI

Subject: Commercial Bid for providing online coaching to the 800 ST candidates sponsored by TRTI, for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations .

Reference: Tender No. Dated

Respected Sir,

I / We hereby offer to submit the Commercial Bid for providing coaching to the candidates sponsored by TRTI for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations

I / We have read, and understood the contents of the tender and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

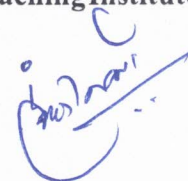
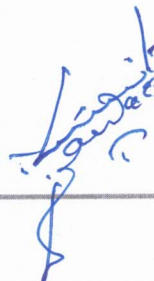
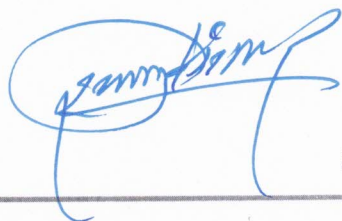
I / We submit the Commercial Bid as under:

Sr. No.	Examination	Coaching Fee (Excluding taxes) per candidate for 6 months with Android Tablets <u>with internet recharge (4G) 3GB per day</u> provided by Coaching Institutes.	
		Amount (Rs.)	In words
1.	Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations		

Note: Applicable Taxes will be in addition to the above Coaching Fee.

Date :

Name, Designation and Signature
of authorized representative of the
Coaching Institute



ANNEXURE- III

(Declaration of the Coaching Institution on the letter head)

Date:

To,

**The
Commissioner,
TRTI**

Subject: Tender for providing online coaching to the 800 ST candidates sponsored by TRTI, for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations

Respected Sir,

I/Wedo hereby submit tender/Bid for providing coaching to the candidates sponsored by TRTI, for Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations , as per the quoted rates and in all respects in accordance with the terms and conditions as mentioned in the Bid Document.

I/We have paid an amount of **Rs 3,00,000 (Rupees Three Lakhs only)** towards EMD and I/We are aware that the EMD will not bear any interest.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract.

I/We hereby distinctly and expressly declare and acknowledge that before submission of this tender; I/We have carefully followed the instructions.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the Commissioner, TRTI based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my / our part of the said contract, agreements, stipulations, restrictions and conditions.

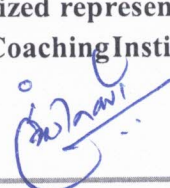
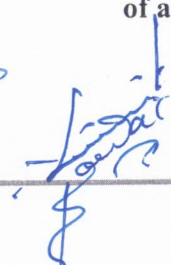
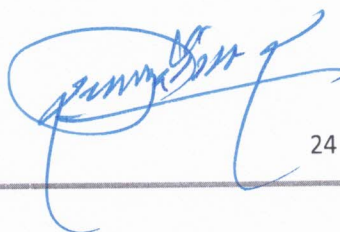
Any notice required to be served on me / us shall be sufficiently served on me / us by post (registered or ordinary) or courier or left at my / our address given herein.

I / We fully understand the terms and conditions of the contract to be entered into between me/us and the TRTI, Pune and the written agreement shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until an agreement has been signed by me/us and the TRTI, Pune.

Dated this day of2022.

Place :

**Name, Designation and Signature
of authorized representative of the
Coaching Institute**



ANNEXURE- IV

(To be given by the Bidder on its letter head at the time of uploading the completed tender)

Date:

**To,
The
Commissioner,
TRTI**

DECLARATION

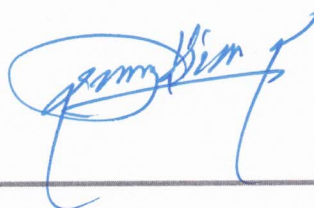
NATURE OF SERVICE: To provide coaching to the candidates sponsored by TRTI, for **Online coaching 800 ST candidates Bank PO, SSC, LIC, Railways, Direct Recruitment Services Class II,III,IV, etc Competitive Examinations**

I/We have read the Tender documents and related matters carefully and diligently and that I / We have uploaded the tender having studied, understood and accepted the full implications of the agreement.

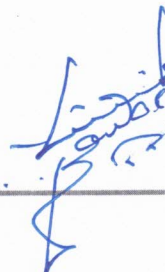
The requirements of the tender agreement stated herein will be fulfilled by me/us to the satisfaction of the Commissioner, TRTI, Pune.

Place :

**Name, Designation and
Signature of authorized
representative of the Coaching
Institute**



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ANNEXURE- V

Specifications for Android Mobile Tablet

(To be given by the Bidder on its letter head at the time of uploading the completed tender)

Date:

To,

The Commissioner,
Tribal Research & Training Institute,
28 Queen's Garden,
Pune - 411001 .

Subject: Specifications for Android **Mobile Tablet**

Respected Sir,

I/Wedo hereby submit tender/Bid Providing Online Coaching on Android Mobile Tablet , as per the quoted rates and in all respects in accordance with the terms and conditions as mentioned in the Bid Document with Android Mobile Tablet.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract and will provide Android based Tablet to each trainee as per below technical specification with internet recharge(4G) 3GB per day.

Technical Specification of Android based Tablet and other related peripherals (10.5 inch or higher category).

HARDWARE	Description	Complied	
		Y/N	If No. Remarks
Make and Model of Tablet	Specify the Make and Model of Tablet		
CPU	Min. 2 Ghz Quad/Octa Core or higher.		
DISPLAY	10.5" OR Higher Screen Size with capacitive touchscreen & Multi touch, 16M Colors Display		
RESOLUTION	Min. 1280 x 800		
CHIPSET	Latest class compatible chipset		
RAM	Min.4GB		
INTERNAL MEMORY	Min. 64 GB		
EXPANDABILITY	Expandable to Min. 128 GB		
CAMERA	Primary – Min. 8 MP with Auto Focus & Flash, Secondary - Min 5.0 MP		
DATA CONNECTIVITY	2G, 3G,4G, LTE, WLAN 802.11 a/b/g/n/ac, Bluetooth 5.0, micro USB v2.0, GPS.		
BATTERY	Min. 7040 mAh Li - ion Battery of Android based Tablet with 15 W fast charging		
SOUND	Quad Loudspeaker with Dolby atoms speakers		

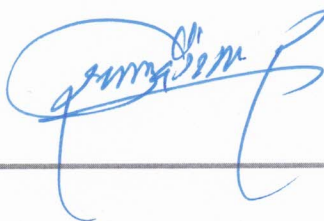
OTG ENABLE	Yes		
Height	<15 cm		
TABLET CERTIFICATIONS	ISO 27001, ISO 2000-1: 2018, ISO 9001, ISO 14001, BIS, FCC, CE, RoHs, CB		
I/O Interface	1 Micro SD Socket, 1.5 pin Micro USB interface, Minimum 1 Sim Socket		
ACCESSORIES	AC Adapter, micro USB to USB Cable, OTG cable.		
OPERATING SYSTEM	Android OS 11.0 or higher		
WARRANTY	1 Year Comprehensive Warranty Support		

Note –

All standards to be followed will adhere to Bureau of Indian Standards (BIS) specifications or other acceptable Standards.

Place:

**Name, Designation and Signature of
authorized representative of the
Coaching Institute**


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